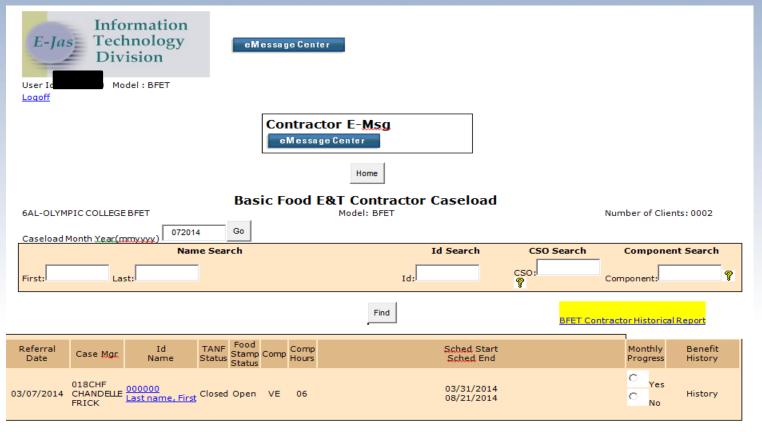


BFET HISTORICAL REPORT USAGE



BFET Historical Report Usage







The link to the historical report is on your caseload screen. This report can help locate BFET participants not on current caseload and is useful in building your billing roster.

BFET Historical Report Usage



Information Technology Division User Id Logoff	Message Center					
Home Help						
BFET Contractor Historical Report						
	Model: BFET					
Start Date: 04/01/2015	End Date: 04/30/2015					
First Name:	Last Name:					
Social Security Number:	ID:					
Find						
Home Help						



Your historical report captures all the participants who were active during the selected timeframe. You can also search for a particular participant by adding a SSN, name or client ID number

BFET Historical Report Usage



Home							
6CE-OPPORTUNITY COUNCIL BFET	BFET Conti	Number of Clients: 002					
Start Date: 04/01/2015 First Name: Social Security Number:							
Find							
Id Name	Comp	Comp Hours	Sched Start Sched End	BF End Date	BF Closure reason		
000000 Last name, first1	FI	00	10/07/2014 10/07/2015				
000000 Last name, first 1	ΤĽ	05	10/07/2014 04/28/2015				
00000000 Last name, first 2	ΤC	05	04/29/2015 09/29/2015				
00000000 Last name, first 2	BR	01	03/09/2015 06/06/2015	05/31/2015	559 CLIENT ALREADY RECEIV		
00000000 Last name , first 2	FI	00	02/03/2015 02/03/2016	05/31/2015	559 CLIENT ALREADY RECEIV		



If the client's BFA is closed, the date BFA closed or will be closing, is shown under "BF End Date."

BFET Historical Report



Quick Quiz

- 1. Where do you find access to the historical report?
- 2. What does the historical report show you?
- 3. How is the historical report useful to you?





Thank you!